

Advocacy	Change - Powered by PTA	Do you see a problem that needs a solution, but don't know how to begin? What's allowed? What works? This class will use real examples and proven tactics to help you design a strategy to make the positive changes you want to see.
Board Basics	President 101: PTA Basics for First Time Presidents	You were just elected PTA president, but have no idea what you're doing? Let us help! This class keeps it simple - "just the basics" to help brand new presidents find their footing and gain an overview of the job and its duties.
Board Basics	Ready, Set, GO!	This class will help all first time board members, struggling PTAs and officers that need ideas. We will discuss how to get the new PTA year organized and off to a good start.
Board Basics	Secretary: More than Just Minutes	This class will touch on all aspects of being a successful secretary! Learn the what, how, and why of keeping records, what does and does not go into minutes, and how to assist in preparing meeting agendas.
Board Basics	Treasurer Basics	Learn what you need to know to be a successful PTA treasurer, whether it's your first time or your third time. Discuss bookkeeping essentials, recommended financial procedures, and the best practices that will keep your PTA on solid financial footing!
Board Basics	The Effective Vice President	The role of the vice president is the most flexible and versatile on the board of directors. Vice presidents don't just shadow the president; they are an essential link between the board of directors and the PTA's volunteers and chair people. Get some tips and tricks to manage the role of vice president and get set up for success!
Communications and Technology	Pump Up Your Communications	Spark up your communications! How can you make your communications eye-catching and attention-grabbing? How can you get your message across to more people, more often? Join us for some quick and easy ideas!
Family and Community Engagement	Foundations of FACE	PTA family and community engagement activities strengthen communities! Assess your PTA's current engagement practices, and set goals to help your PTA become a welcoming, relevant, diverse, dynamic force in your community.
Governance	Roles and Responsibilities of the Board	This "all-in-one" presentation offers an overview of the duties of the board of directors and the specific roles of all board members. A great class for those just starting out on a board, or those who want a "big-picture" view of many different board positions.

Governance	Navigating a Meeting: An Interactive Journey	Join seasoned PTA leaders in a fun, safe, and informative session where we will role-play and conduct a mock meeting. Participants will enjoy the opportunity to learn about the basics of parliamentary procedure, keeping the meeting focused and on time, and engaging all attendees in the meeting. Don't miss the fun!
Leadership	Developing Committee Chairs	Members are the heart of PTA, but many people never join - simply because they were never asked. Learn the art and science of asking someone to join your PTA, and discover how to make membership a job that everyone can do!
Membership	How to be a Membership Chair	You're a membership chair! What now? We'll walk you through the essentials of getting started. Develop a good job description for your PTA's membership chair (it's not just data entry!) We'll take you through the basics of a good membership campaign and membership form, and much more!